


Approved

Effective: November 1, 2007



Esther Calas, P.E., Director
Public Works Department

HIGHWAY MEMORIAL MARKERS

PURPOSE:

The purpose of this policy is to provide guidance for the uniform installation of memorial markers within Miami-Dade County road right-of-way, to memorialize individuals who have died as a result of a vehicle related accident and to raise awareness on the importance of safe driving.

GENERAL INFORMATION:

The Public Works Department (PWD) will install the Memorial Markers at a cost of \$100.00 each, should the sign be furnished by the requester.

An additional \$50.00 will be charged should the requester also desire PWD to fabricate the sign.

A check for an appropriate amount payable to the Miami-Dade County Board of County Commissioners (BCC) will be required upon approval of the request and prior to the installation of the sign(s).

REQUEST FOR MEMORIAL MARKERS:

The requests for memorial markers within Miami-Dade County road right-of-way for arterial and collector roads are reviewed on a case-by-case basis. Requests may be made by completing the attached form, which shall be submitted to the Chief, Traffic Engineering Division, Public Works Department by mail at 111 NW 1 Street, Suite 1510, Miami, Florida 33128-1970, or by e-mail at traffic@miamidade.gov or by fax, at (305) 372-6064. A copy of the Accident Report must accompany the application.

Requests may be made by immediate family members or friends. The requests from friends must accompany approval from the immediate family member of the deceased.

The requester must submit a petition signed by residents directly fronting both sides of the memorial markers.

Upon approval/denial of the request, the PWD will advise the requester.

The memorial markers will be permitted to remain for a maximum of one (1) year, unless it becomes necessary to remove them due to construction or maintenance purposes. Applications will not be accepted after one (1) year of date of fatality.

Memorial markers will not be permitted within the limits of active construction work zones.

There shall be no activities while the memorial marker is in a place that poses a safety hazard to the public or violates any provisions of *Chapter 316, Florida Statutes*, concerning stopping, standing, parking or obstruction of traffic on public roads.

It is understood, particularly for curb and gutter sections, that the memorial marker may not necessarily be placed at the exact location of the fatality, due to restricted space/right-of-way, property owner complaints, or other constraints. Exact location will be at the discretion and professional opinion of the assigned traffic engineer.

MEMORIAL MARKER DESIGN / INSTALLATION:

Upon notification that approval has been granted, a check in the appropriate amount, payable to Board of County Commissioners must be mailed to Chief, Traffic Engineering Division, Public Works Department, at the aforementioned address.

Upon receipt of the check, PWD will install the requested signs within the following six (6) weeks.

FORMS:

The form included on page 3 is required to be completed for application.

APPLICATION FORM FOR OBTAINING A HIGHWAY MEMORIAL MARKER

Date: _____

Name of Requester: _____

Address: _____

City: _____ State: _____

Zip Code: _____ Telephone : _____ (Day)

This is to advise the Traffic Engineering Division of our request to place a Highway Memorial Marker in honor of:

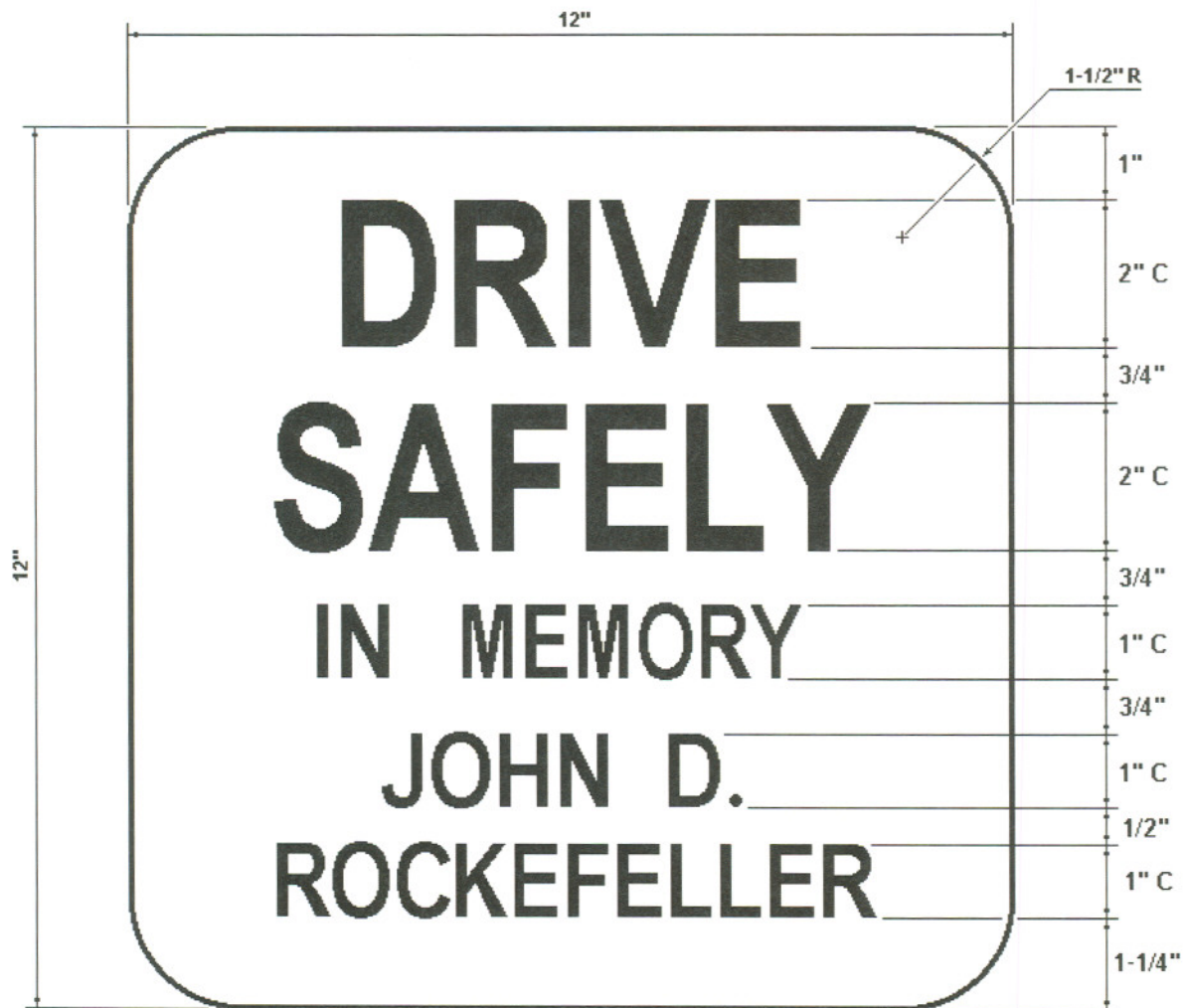
Name of Deceased: _____

Date of Fatality: _____
(Attach Police Report)

Location of the Accident: _____

Describe the proposed location of the Highway Memorial Marker, if different:

Family Concurrence:
(If application is made other than by a family member)



COLORS: LEGEND - BLACK
BACKGROUND - WHITE (REFLECTIVE)